

LAVALLEE | BRENSINGER ARCHITECTS | Architects Design Group



I.S.K. Reeves V, F.A.I.A.
Chief Executive Officer

Ian Reeves, A.I.A.
President

Kevin Rattigan, A.I.A., LEED AP
Senior Vice President

Tonya Cronin
Chief Administrative Officer

Mailing Address:
P.O. Box 1210
Winter Park, Florida 32790

Street Address:
333 North Knowles Avenue
Winter Park, Florida 32789

Tel 407/647-1706
Fax 407/645-5525
email: adg@adgusa.org
www: adgusa.org

October 21, 2013

Anthony F. Colarusso, Jr.
Chief of Police
Dover Police Department
46 Locust Street
Dover, New Hampshire 03820

**RE: Dover Police Department Headquarters
Programming & Site Selection Study
ADG Project No. 908-13**

Dear Chief Colarusso:

Architects Design Group (ADG), in association with Lavallee Brensinger Architects (LBA), is pleased to present this final report of our programming and site selection study, for the proposed new headquarters for the Dover Police Department. The ADG/LBA Team has met with and interviewed all key personnel associated with the Department to better familiarize ourselves with the operational and organizational structure of the Dover PD.

We have completed the Spatial Needs Programming and with the direct input of yourself, and your staff, have concluded that the facility requirements for the proposed new headquarters should entail the spatial allocations identified within the following chart.

Spatial Need:

The programming documentation process began with the issuance of our detailed questionnaire to the key staff members. The staff, in turn, completed the questionnaires that were provided, with the questionnaire focusing on specific areas such as historic staffing levels, services provided by each Unit, requirements for specialized equipment, operational adjacencies, technology requirements, and a general assessment of their current working environment. In the initial effort, interviews and a facility tour was conducted. These interviews were just the beginning of the documentation process.

The architectural team developed a draft report of each interview, then met a second time with the staff representatives to qualify that the information was accurately defined. A significant emphasis was put into the identification of spaces that could be shared, or multi-purpose, in our collective efforts to streamline the efficiency of the documented spatial needs resulting in the

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program attached within this report. A third review of the spatial allocations was conducted with the staff of the Administrative Command Staff and additional reductions were discussed and incorporated into the final report to further increase the efficiency of the program.

SPATIAL NEEDS			
Dover Police Department Headquarters			
Current / Year	Year 2014	Year 2024	Year 2034
	26,067 SF	27,908 SF	31,169 SF

The proposed facility program for a new facility includes the following areas as noted:

Public Access Areas
Field Operations Division
Animal Control
Traffic Bureau
Communications Bureau
Parking Bureau
Property & Evidence / Crime Scene
Professional Standards Bureau

Records
Management Information Services
Community Outreach Bureau
Investigations
Legal Bureau
Office of the Chief / Administration
Facility Service Areas
Facility Support Areas

Site Planning Considerations:

With the size of the physical facility defined for review and comment by the Police Department's project management team, the planning efforts shifted towards the identification of site location candidates. A nationally standardized planning tool is to project that due to local land development regulations, one parking space for every 300 gross square feet within the building can be anticipated.

This calculation would require approximately 104 parking spaces be provided. A mix of public accessible parking and secured staff parking is to be provided, with an average of 25% (26)

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being allocated for the public and the remaining 78 spaces being allocated for the secured staff parking areas. When one considers that each parking space is allocated 375 gross square feet to account for the parking stall, drive lane, and a minimum landscape buffer, then we can assume that 39,000 gross square feet will be needed solely for the parking areas thus defining that the site allocated for parking would require a minimum of 0.9 acres.

Depending upon the selected site location, the local land development regulations will also require site areas to be allocated for water management, open green space, setbacks and buffers, drive lanes, dumpster enclosures, fire rescue vehicles accessibility, a central energy plant, etc. Even more importantly when planning a critical infrastructure facility, is the planning given toward future expansion, not of just the building, but also to the site development considerations previously noted.

As a general planning tool, it is appropriate to consider sites of no less than 2.0 acres to ensure that the facility will have ample room for growth and its required associated components.

Development Options:

Development Option “A”:

This option would construct the facility to accommodate the projected need of Year 2024 to consist of 27,908 SF.

The project’s estimate of probable development costs are:\$ **8,974,738.00**

Development Option “B”:

This option would construct the facility to accommodate the projected need of Year 2024 to consist of 27,908 SF and shelled-out space of 3,261 SF for the projected needs for the Year 2034.

The project’s estimate of probable development costs are:\$ **9,447,925.00**

Development Option “C”: Build to the Year 2034 need.

This option would construct the facility to accommodate the projected need of Year 2035 to consist of 31,169SF.

The project’s construction costs are identified as\$ **9,594,670.00**

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It is important to note that the difference in gross square footage between Phase I and Phase III is only 5,102 SF, which is not considered extremely significant. The difference between Phase I and Phase II is 1,841 SF. With this understanding, it appears to merit consideration for a complete build-out under the initial phase of development as it would save a considerable amount of construction costs for not having to mobilize and provide a field construction force for a subsequent development phase, not to mention the disruption to the daily operations that an addition would create in the future.

Site Selection and Criteria:

Lavallee Brensinger led the team's efforts of evaluating the known site candidates for the proposed Dover Police Department Headquarters and utilized ADG's established site selection criteria. These criteria are based upon the following:

Appropriate Surrounding Land Use:

An evaluation is conducted of the land use adjacent to a proposed site and an assessment of its compatibility to the intended function of a Law Enforcement / Public Safety Facility. Factors such as adjacent office utilization, as an example, would be considered favorable, while single-family detached usage would be less favorable due to the potential of adverse impact upon the Residential Community.

Proximity to other pertinent Government Functions:

Is the proposed site in proximity to existing government facilities to the extent that access is enhanced and that the interrelationship of Municipal functions is considered?

Site Size/Ease of Expansion:

Is the proposed site of sufficient size to accommodate, economically, both current and future spatial needs without utilizing costly construction techniques or systems?

Zoning:

Is the site currently appropriately zoned, or if not, is the desired zoning appropriate in the context of adjacent properties?

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Site Development Considerations:

Does the site have unusual or costly existing site conditions that will negatively impact the overall project development costs due to added expenses such as solid bedrock, existing structures that would need to be demolished and exposed of, or extreme topographic conditions?

Access: Vehicular/Pedestrian/Public Transportation:

Does Public Transportation currently serve the site or provide access within a reasonable radius? Is the property located on arterial roadways, which have a service level appropriate to the proposed facility needs?

Impact on Downtown Redevelopment:

Does the site, because of its proximity to the Downtown core, have the potential of serving as a positive force on redevelopment?

Proximity to Potential Hazards:

Are there factors or physical elements that are located in proximity to the site that can potentially affect the site, including roadways, and/or railroads, which are utilized to transport hazardous materials? Is the site located adjacent to or within the impact zone of a facility; which stores space or utilizes materials that could result in a hazardous event?

Ease of Acquisition:

Can the property be obtained by purchase or trade from a willing landowner(s) or will it potentially result in delay of acquisition as the result of a "non-motivated" seller?

Adequacy of Infrastructure:

Is the site currently served by utility systems, such as water, sewer, power, gas and storm water drainage systems, which have sufficient capacity to accommodate anticipated need?

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Criteria Value:

Each of the ten criteria is then assigned a value ranging from 1 (low) to 10 (high). The specific values for each criterion are noted below. It is important to indicate that the values noted are preliminary in nature, but are those generally utilized on project types of a similar nature. A higher score for each criterion indicates a favorable condition. Please note that land acquisition costs were not factored into the evaluations as many of the sites have not had a price established for them yet.

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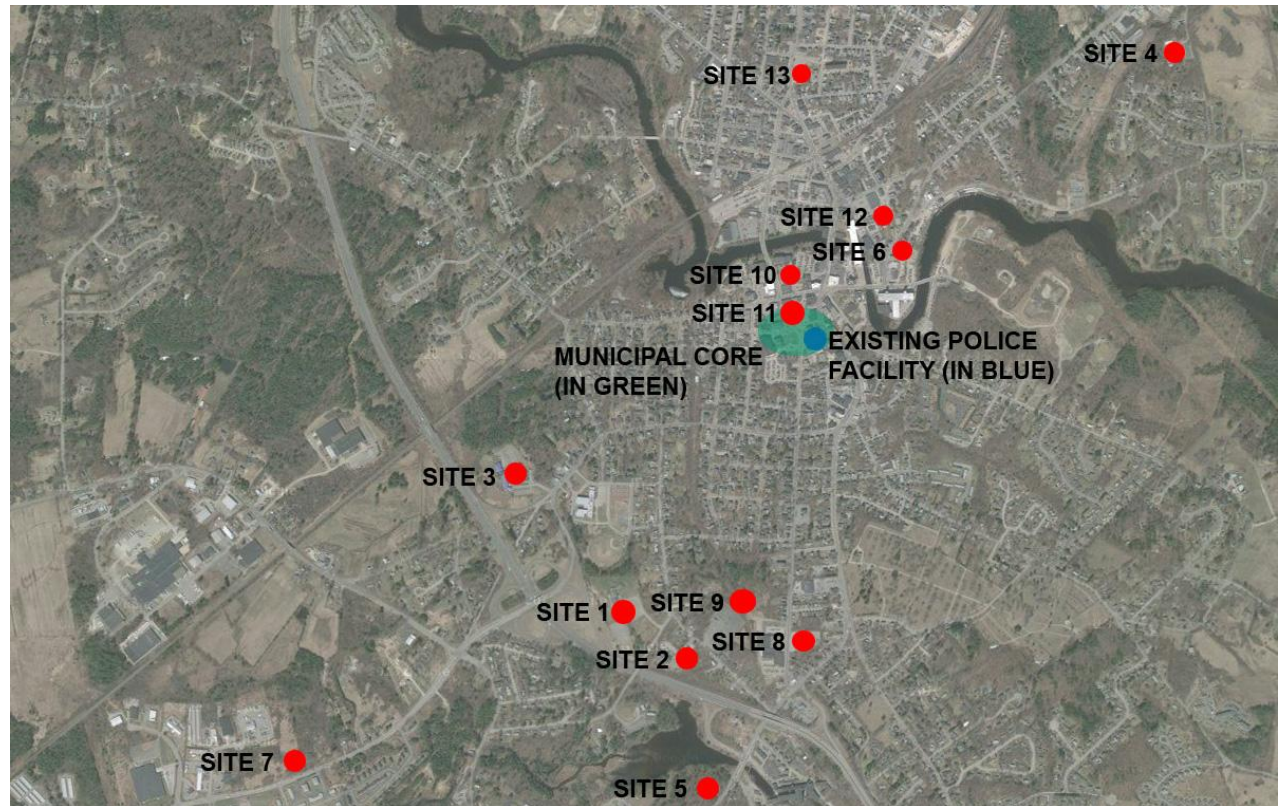
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Locus Map of Dover, NH: Including All Sites



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Site Evaluation Ranking Table

Property	23 Cataract Avenue	80 Rutland Street	181 Silver Street	Armory	Durham Road	Grimes Lot	Knox Marsh Road	Locust Street East	Locust Street West	Orchard Street	Robbins Auto	School Street	St. Charles Church
1.1 Surrounding Land Use	5	5	7	-	8	3	8	-	-	8	10	3	3
1.2 Proximity to City Functions	1	1	1	-	5	3	3	-	-	9	10	6	3
1.3 Site Size	10	10	10	-	8	1	10	-	-	8	3	1	1
1.4 Zoning	2	2	7	-	3	10	7	-	-	10	10	10	4
1.5 Development Considerations	7	7	7	-	5	2	5	-	-	8	7	4	2
1.6 Site Access	4	4	6	-	6	2	7	-	-	10	8	3	6
1.7 Impact on Downtown	4	4	5	-	5	8	4	-	-	10	10	8	7
1.8 Potential Hazards	10	10	8	-	8	4	8	-	-	9	9	9	9
1.9 Ease of Acquisition	1	1	1	-	6	10	6	-	-	10	1	10	2
1.10 Infrastructure	8	8	8	-	8	8	8	-	-	8	8	8	8
Overall Score	52	52	60	0	62	51	66	0	0	90	76	62	45
Overall Ranking*	-	-	-	-	3	-	2	-	-	1	-	-	-

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Please note that sites with criteria scores lower than 3 are disqualified as finalist sites. Only qualified sites receive an overall ranking.

Conclusions and Recommendation:

In conclusion, we believe we have identified three viable and strong site candidates for the proposed Dover Police Department Headquarters, with an overwhelmingly favored site being the Orchard Street property. This site offers many favorable attributes and opportunities including keeping the facility and the department personnel in the downtown core, and within very close proximity to the City Hall and other government functions.

The detailed spatial needs assessment indicates that the square footage difference between the current need (Year 2014) and the build-out for the year 2034 is only 5,102 SF more than the current need. This would equate to approximately \$619,932 in additional development costs and allowances, if it was deemed to be cost-effective to include the complete build-out in the initial development.

The LBA / ADG team, as your planning consultants, recommends that the appropriate development option to implement is “Option B” on the Orchard Street site. This option would construct the facility to accommodate the projected need of Year 2024 to consist of 27,908 SF for the DPD Headquarters and shelled-out space of 3,261 SF for the projected needs for the Year 2034.

The strategic planning for shelled-out space allows the footprint of the building to function as needed without disrupting the operational work flow of the building’s layout as could happen if the future space was implemented at a later time as an addition to the facility.

The project’s estimate of probable development costs is \$9,447,925. This figure is contains the costs for the Building and Site Construction (\$7,787,125), Project “Soft Costs” (\$1,130,548), and the Technology Allowance (\$530,252). Land acquisition costs are not included as the preferred site is already owned by the City of Dover. If a different site is selected by the City and the property is not owned by the City, then land acquisition costs will be in addition to the noted development costs.

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Chief Colarusso, the LBA / ADG team is available to review and discuss any questions or comments that you and/or the City Administration may have. We would like to recognize and thank you for the efforts you and your staff have contributed towards the development of the information contained in this report. It has been a pleasure to work with you and your team, and we look forward to presenting to the City Manager, and subsequently, to the City Council and to responding to any questions that they too may have.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'IAN A. REEVES', with a long horizontal flourish extending to the right.

Ian A. Reeves, AIA, IALEP, ICA
President, Architects Design Group / ADG Inc.

A handwritten signature in black ink, appearing to read 'WILLIAM GATCHELL', with a long horizontal flourish extending to the right.

William Gatchell, AIA
Project Manager / Lavallee Brensinger Architects

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*Spatial Needs Analysis:
Executive Summary*

Program / Spatial Needs Assessment

Executive Summary

General Notes	Space Designation		Space Requirements (square feet)			
	No.	Space Function	Existing Area	Phase I YEAR: 2014	Phase II YEAR: 2024	Phase III YEAR: 2034
6.0: Not included in gross square footage - to remain at existing location.	1.0	Public Access Areas	415	2,713	2,763	2,913
	2.0	Field Operations Division	1,648	4,298	4,298	4,298
	3.0	Animal Control	42	312	312	390
	4.0	Traffic Bureau	388	270	270	1,060
	5.0	Communications Bureau	335	1,336	1,596	1,674
	6.0	Parking Bureau	168	702	702	702
	7.0	Property & Evidence / Crime Scene	368	2,959	3,083	4,341
	8.0	Professional Standards Bureau	1,133	3,159	3,159	3,159
	9.0	Records	232	1,112	1,209	1,306
	10.0	Management Information Systems	232	680	680	923
	11.0: Not included in total square footage	11.0	Community Outreach Bureau	---	3,198	3,198

Program / Spatial Needs Assessment

Executive Summary

General Notes

Space Designation		Existing Area	Space Requirements (square feet)		
No.	Space Function		Phase I YEAR: 2014	Phase II YEAR: 2024	Phase III YEAR: 2034
12.0	Investigations	1,010	2,072	2,545	2,711
13.0	Legal Bureau	224	406	588	734
14.0	Office of the Chief / Administration	1,319	1,874	2,128	2,128
15.0	Facility Services	937	3,510	3,796	4,051
16.0	Facility Support Areas	1,100	1,326	1,482	1,482
17.0	Total	9,383	26,027	27,908	31,169

Spatial Needs Analysis:
Detailed

Program / Spatial Needs Assessment

1.0 Public Access Areas

General Notes	Space Designation		Space Requirements (square feet)			
	No.	Space Function	Existing Area	Phase I YEAR: 2014	Phase II YEAR: 2024	Phase III YEAR: 2034
	1.0	Public Access Areas	415			
	1.1	Public Entry Lobby	255	240	---	---
	1.2	Community / Training Room	---	1,250	---	---
	1.3	Secured Storage	---	60	---	---
	1.4	Public Restrooms @ 200 S.F. each	---	(2) 400	---	---
	1.5	Information Kiosk	---	20	---	---
	1.6	Volunteer Position (Public Information)	---	---	40	---
	1.7	Interview Room	160	80	---	---
	1.8	Small Meeting Room	---	120	---	---
	1.9	Media Briefing Room	---		See 1.2	
	1.10	Public Information Office	---	---	---	120
	1.11	Subtotal	415	2,170	40	120
	1.12	Efficiency Factor @ 25%		543	10	30

1.2: Accommodate up to 30 people. Consider using a folding wall partition to create two (2) spaces (see 1.9).

1.3: Associate with 1.2.

1.8: Provide access from Lobby, secured corridor and Records.

Program / Spatial Needs Assessment

1.0 Public Access Areas

General Notes	Space Designation		Space Requirements (square feet)			
	No.	Space Function	Existing Area	Phase I YEAR: 2014	Phase II YEAR: 2024	Phase III YEAR: 2034
	1.13	Total		2,713	50	150
	1.14	Cumulative Total			2,763	2,913

Program / Spatial Needs Assessment

2.0 Field Operations Division

General Notes	Space Designation		Space Requirements (square feet)				
	No.	Space Function	Existing Area	Phase I YEAR: 2014	Phase II YEAR: 2024	Phase III YEAR: 2034	
Rolling Assets storage will be located in Section 16.0 - Facility Support Areas. 2.2: Associate with 2.1. 2.3: Locate at Patrol Staff entrance. 2.4: Accommodate 12-15 people with counter for charging stations. All areas within Booking and Intake are to have floor drains. 2.9: Two (2) car capacity, hose bib unit within Booking Area with tamper resistant housing.	2.0	Field Operations Division	1,648				
	2.1	Shift Commander's Office @ 120 S.F. each	250	(3) 360	---	---	
	2.2	Secured Equipment Storage	---	80	---	---	
	2.3	Weapons Storage / Cleaning Room	---	120	---	---	
	2.4	Briefing Room	163	300	---	---	
	2.5	Report Writing (provide two (2) stations minimum)	100	60	---	---	
	2.6	Mini Break Alcove	---	40	---	---	
	2.7	Patrol Storage Room	100	100	---	---	
	2.8	Patrol Staff Locker Room	---	See Section 15.0 - Facility Services			
	Booking and Intake Areas						
	2.9	Vehicle Sallyport	387	800	---	---	
2.10	Decontamination / Wash Down Alcove	---	20	---	---		
2.11	Security Vestibules @ 60 S.F. each	---	(2) 120	---	---		

Program / Spatial Needs Assessment

2.0 Field Operations Division

General Notes	Space Designation		Space Requirements (square feet)			
	No.	Space Function	Existing Area	Phase I YEAR: 2014	Phase II YEAR: 2024	Phase III YEAR: 2034
	2.12	Booking Desk	285	160	---	---
	2.13	Personal Property	---	60	---	---
	2.14	Storage Room	---	60	---	---
	2.15	Intoxilyzer Room	---	40	---	---
	2.16	Line Scan Alcove	---	60	---	---
	2.17	Male Holding Cells: <ul style="list-style-type: none"> • (1) Single Occupant - ADA • (1) Multiple Occupancy 	141 ---	120 220	---	---
	2.18	Female / Juvenile Holding Cells: <ul style="list-style-type: none"> • (1) Single Occupant - ADA 	190	120	---	---
	2.19	Officer's Restroom	32	64	---	---
	2.20	Interview Room	---	80	---	---
	2.21	Armory	---	140	---	---
	2.22	Ammunitions Storage	---	60	---	---
	2.23	Subtotal	1,648	3,184	---	---
	2.24	Efficiency Factor @ 35%		1,114	---	---

Program / Spatial Needs Assessment

2.0 Field Operations Division

General Notes	Space Designation		Space Requirements (square feet)			
	No.	Space Function	Existing Area	Phase I YEAR: 2014	Phase II YEAR: 2024	Phase III YEAR: 2034
	2.25	Total		4,298	---	---
	2.26	Cumulative Total			4,298	4,298

Program / Spatial Needs Assessment

3.0 Animal Control

General Notes	Space Designation		Space Requirements (square feet)			
	No.	Space Function	Existing Area	Phase I YEAR: 2014	Phase II YEAR: 2024	Phase III YEAR: 2034
3.3: Locate off the Vehicle Sallyport. 3.4: Associate with 3.3.	3.0	Animal Control	42			
	3.1	Animal Control Officer's Office	42	120	---	---
	3.2	Storage	---	20	---	20
	3.3	Kennels @ 4' x 10'	---	40	---	40
	3.4	Cage Storage	---	60	---	---
	3.5	Subtotal	42	240	---	60
	3.6	Efficiency Factor @ 30%		72	---	18
	3.7	Total		312	---	78
	3.8	Cumulative Total			312	390

Program / Spatial Needs Assessment

4.0 Traffic Bureau

General Notes	Space Designation		Space Requirements (square feet)			
	No.	Space Function	Existing Area	Phase I YEAR: 2014	Phase II YEAR: 2024	Phase III YEAR: 2034
4.0: Traffic Bureau to work with the City's TRC and TAC. 4.2: Meeting space for technical review of plans / maps. 4.5: For childseats, radar equipment, safety brochures / handouts, and equipment.	4.0	Traffic Bureau	388			
	4.1	Traffic Bureau Administrator's Office with Vault (Sergeant)	122	160	---	120
	4.2	Meeting Room with Files Storage and Lay-out Table	155		See Item 4.1	
	4.3	Rolling Assets Equipment and Storage	---	See Section 16.0 - Facility Support Areas		
	4.4	Vehicle Inspection Bay	---	---	---	448
	4.5	Equipment Storage	111	48	---	40
	4.6	Subtotal	388	208	0	608
	4.7	Efficiency Factor @ 30%		62	0	182
	4.8	Total		270	0	790
	4.9	Cumulative Total			270	1,060

Program / Spatial Needs Assessment

5.0 Communications Bureau

General Notes	Space Designation		Space Requirements (square feet)			
	No.	Space Function	Existing Area	Phase I YEAR: 2014	Phase II YEAR: 2024	Phase III YEAR: 2034
	5.0	Communications Bureau	335			
5.1: Serves as the after hours public services access point.	5.1	Public Access Window	---	40	---	---
	5.2	Dispatch Center - Consoles @ 100 S.F. each	250	(3) 300	(2) 200	---
5.3: Provide FM-200 gas fire-suppression system or equal. Includes space for radio equipment.	5.3	Server / IT Room	---	160	---	60
	5.4	Copy Alcove	---	40	---	---
	5.5	Storage	46	60	---	---
5.6: Access one from Dispatch Floor and interior corridor; for late night shift.	5.6	Staff Restrooms @ 64 S.F. each	12	(2) 128	---	---
	5.7	Officer's Access Counter	---	40	---	---
	5.8	Break Room with Lockers	27	140	---	---
	5.9	Supervisor's Office	---	120	---	---
	5.10	Subtotal	335	1,028	200	60
	5.11	Efficiency Factor @ 30%		308	60	18
	5.12	Total		1,336	260	78
	5.13	Cumulative Total			1,596	1,674

Program / Spatial Needs Assessment

6.0 Parking Bureau

General Notes	Space Designation		Space Requirements (square feet)			
	No.	Space Function	Existing Area	Phase I YEAR: 2014	Phase II YEAR: 2024	Phase III YEAR: 2034
6.0 Bureau to remain at City Hall with Public Access. 6.3: Parking Enforcement Officer. 6.5: Area for parts, meters, supplies, coin sorter, etc.	6.0	Parking Bureau	168			
	6.1	Clerk with Service Window	---	100	---	---
	6.2	Parking Manager's Office	---	120	---	---
	6.3	P.E.O. Work Area	---	100	---	---
	6.4	Vault	---	20	---	---
	6.5	Equipment Storage Room	---	160	---	---
	6.6	Files Storage Area	---	40	---	---
	6.7	Subtotal	168	540	---	---
	6.8	Efficiency Factor @ 30%		162	---	---
	6.9	Total		702	---	---
6.10	Cumulative Total			702	702	

Program / Spatial Needs Assessment

7.0 Property & Evidence / Crime Scene

General Notes	Space Designation		Space Requirements (square feet)			
	No.	Space Function	Existing Area	Phase I YEAR: 2014	Phase II YEAR: 2024	Phase III YEAR: 2034
	7.0	Property & Evidence / Crime Scene	368			
	7.1	Property & Evidence				
	7.1.1	Evidence Drop	20	80	---	---
	7.1.2	Evidence Receiving	---	80	---	---
	7.1.3	Evidence Custodian @ 48 S.F. each	---	48	48	---
	7.1.4	Bulk Evidence Storage	195	270	---	180
	7.1.5	Temporary Storage Rooms @ 36 S.F. each	---	(2) 72	---	---
	7.1.6	Cash / Valuables Vault	---	60	---	---
	7.1.7	Weapons Vault	92	160	---	---
	7.1.8	Narcotics Vault	---	120	---	---
	7.1.9	Storage Supply Closet	---	40	---	---
	7.1.10	Evidence Viewing Room	---	---	---	120
	7.1.11	Media Production Room	---	---	---	100
	7.1.12	DNA / Freezer Bank	61	40	---	60
	7.1.13	Bicycle Drop-off	---	60	---	---
7.1.5: Provide with pull-up shutters; locate off the vehicle sallyport.						
7.1.12: Include a small sink with undercounter fridge.						

Program / Spatial Needs Assessment

7.0 Property & Evidence / Crime Scene

General Notes	Space Designation		Space Requirements (square feet)			
	No.	Space Function	Existing Area	Phase I YEAR: 2014	Phase II YEAR: 2024	Phase III YEAR: 2034
7.1.14: Ancillary structure.	7.1.14	Large Material Warehouse Storage	---	250	---	---
	7.1.15	Subtotal	368	1,280	48	460
	7.1.16	Efficiency Factor @ 30%		384	14	138
	7.1.17	Total		1,664	62	598
	7.1.18	Cumulative Total			1,726	2,324

Program / Spatial Needs Assessment

7.0 Property & Evidence / Crime Scene

General Notes	Space Designation		Space Requirements (square feet)			
	No.	Space Function	Existing Area	Phase I YEAR: 2014	Phase II YEAR: 2024	Phase III YEAR: 2034
	7.2	Crime Scene				
	7.2.1	Technician Workstations @ 48 S.F. each	---	48	48	---
7.2.2: Provide a minimum of three (3) worktables with stainless steel countertops.	7.2.2	Evidence Processing Area	---	160	---	---
	7.2.3	Chemical Lab	---	140	---	60
7.2.4: Locate one (1) directly off of the vehicle sallyport.	7.2.4	Drying Room / Area	---	(2) 120	---	---
	7.2.5	Decontamination Alcove	---	20	---	---
	7.2.6	AFIS / Media Work Area	---	40	---	---
	7.2.7	Vehicle Evidence Processing Bays @ 16' x 28' each	---	448	---	448
	7.2.8	Copy Alcove	---	20	---	---
	7.2.9	Subtotal	---	996	48	508
	7.2.10	Efficiency Factor @ 30%		299	14	152

Program / Spatial Needs Assessment

7.0 Property & Evidence / Crime Scene

General Notes	Space Designation		Space Requirements (square feet)			
	No.	Space Function	Existing Area	Phase I YEAR: 2014	Phase II YEAR: 2024	Phase III YEAR: 2034
	7.2.11	Total		1,295	62	660
	7.2.12	Cumulative Total			1,357	2,017
	7.3	Grand Total		2,959	3,083	4,341

Program / Spatial Needs Assessment

8.0 Professional Standards Bureau

General Notes	Space Designation		Space Requirements (square feet)			
	No.	Space Function	Existing Area	Phase I YEAR: 2014	Phase II YEAR: 2024	Phase III YEAR: 2034
Gen: Locker / Shower Rooms are included in Section 15.0 - Facility Services. 8.2: Combine with 8.1. 8.3: Locate inside 8.1. 8.5 & 8.7 Associate with 8.1 and 8.2.	8.0	Professional Standards Bureau	1,133			
	8.1	Professional Standards / Training Office (Sergeant)	153	120	---	---
	8.2	Personnel Assistant	---	80	---	---
	8.3	Secured Filing Area	135	60	---	---
	8.4	Reference Library / Outside Training Office	---	120	---	---
	8.5	Administrative Storage Closet	---	20	---	---
	8.6	Oral Board Reviews	---	See Section 14.0 - Office of the Chief - to utilize the Administrative Command Conference Room		
	8.7	Quartermaster Supply	---	180	---	---
	8.8	Custodial / Building Maintenance Supply & Work Room	250	140	---	---
	8.9	Physical Agility Room	440	600	---	---
	8.10	Defensive Tactics Lab	---	400	---	---
	8.11	Equipment Storage	---	80	---	---
	8.12	Armory with Weapons Cleaning	---	See Section 2.0 - Field Operations Division, Item 2.20 - 2.21.		

Program / Spatial Needs Assessment

8.0 Professional Standards Bureau

General Notes	Space Designation		Space Requirements (square feet)			
	No.	Space Function	Existing Area	Phase I YEAR: 2014	Phase II YEAR: 2024	Phase III YEAR: 2034
	8.13	Ammunitions Storage	---	See Section 2.0 - Field Operations Division, Item 2.20 - 2.21.		
8.14: Accommodate 12 people minimum. Locate off of Dispatch.	8.14	Training Room / EOC	155	300	---	---
	8.15	Secured Equipment Storage Room	---	60	---	---
8.15: Associate with 8.4.	8.16	Executive Policy Room	---	See Section 14.0 - Office of the Chief - Administration, Item 14.8.		
8.16: Accommodate 12-14 people.	8.17	Radio Room (ARIES, HAMM)	---	80	---	---
8.17: Space for two (2) people and equipment.	8.18	Break Alcove	---	100	---	---
8.18: Can be combined with Communications Break Room if adjacent to one another.	8.19	Subtotal	1,133	2,340	---	---
	8.20	Efficiency Factor @ 35%		819	---	---
	8.21	Total		3,159	---	---
	8.22	Cumulative Total			3,159	3,159

Program / Spatial Needs Assessment

9.0 Records

General Notes	Space Designation		Space Requirements (square feet)			
	No.	Space Function	Existing Area	Phase I YEAR: 2014	Phase II YEAR: 2024	Phase III YEAR: 2034
	9.0	Records	0			
9.1: Provide one (1) ADA compliant workstation.	9.1	Public Access Counter; 2 Workstations	---	100	---	---
	9.2	Records Specialists @ 36 S.F. each	---	(5) 180	(2) 72	(2) 72
	9.3	Storage Area	---	20	---	---
	9.4	Record Supervisor's Office	---	120	---	---
	9.5	Copy / Work Area / Supply Storage / Imaging / Mail Sorting / Microfilm	---	160	---	---
9.6: Utilize high-density storage system.	9.6	Files Storage	---	144	---	---
	9.7	Paper to be Shredded / Bin Storage Alcove	---	20	---	---
	9.8	Break Alcove	---	40	---	---
	9.9	Officer's Access Counter	---	40	---	---
9.10: Access from Lobby and Records with secure access control. Doubles as fingerprinting room.	9.10	Small Meeting Room	---	See Section 1.0 - Public Access Areas; Item 1.8		
	9.11	Subtotal	575	824	72	72
	9.12	Efficiency Factor @ 35%		288	25	25

Program / Spatial Needs Assessment

9.0 Records

General Notes	Space Designation		Space Requirements (square feet)			
	No.	Space Function	Existing Area	Phase I YEAR: 2014	Phase II YEAR: 2024	Phase III YEAR: 2034
	9.13	Total		1,112	97	97
	9.14	Cumulative Total			1,209	1,306

Program / Spatial Needs Assessment

10.0 Management Information Systems

General Notes	Space Designation		Space Requirements (square feet)			
	No.	Space Function	Existing Area	Phase I YEAR: 2014	Phase II YEAR: 2024	Phase III YEAR: 2034
10.0: Locate adjacent to the Communications and the EOC / Training Room. 10.5: Refer to 5.3. 10.6: Associate with 5.3. 10.7: Combined space with EOC / Training Room.	10.0	Management Information Systems	232			
	10.1	Receiving / Storage / Decommissioned Equipment Storage	---	60	---	---
	10.2	Open Workstation @ 100 S.F. each	---	(2) 200	---	100
	10.3	Tech Lab	---	140	---	80
	10.4	Secured Equipment Storage	---	40	---	---
	10.5	Server Room	232	See Section 5.0 - Communications		
	10.6	City Workstation	---	64	---	---
	10.7	Training Room	---	See Section 8.0 - Professional Standards, Item 8.15		
	10.8	Subtotal	232	504	---	180
	10.9	Efficiency Factor @ 35%		176	---	63
	10.10	Total		680	---	243
10.11	Cumulative Total			680	923	

Program / Spatial Needs Assessment

11.0 Community Outreach Bureau

General Notes	Space Designation		Space Requirements (square feet)			
	No.	Space Function	Existing Area	Phase I YEAR: 2014	Phase II YEAR: 2024	Phase III YEAR: 2034
11.0: To remain at the existing location.	11.0	Community Outreach Bureau				
	11.1	Lobby / Common Area	---	150	---	---
	11.2	Restrooms @ 160 S.F. each	---	(2) 320	---	---
	11.3	Coalition Office	---	120	---	---
	11.4	Youth-to-Youth Office (Small)	---	120	---	---
	11.5	Youth-to-Youth Office (Large)	---	200	---	---
	11.6	Multi-use Storage Room	---	200	---	80
	11.7	Future Office	---	---	---	120
	11.8	Training Area	---	900	---	---
	11.9	Break-out Room	---	150	---	---
	11.10	Kitchen with Pantry	---	140	---	---
	11.11	Media Room	---	160	---	40
	11.12	Subtotal	---	2,460	---	240
	11.13	Efficiency Factor @ 30%		738	---	72

Program / Spatial Needs Assessment

11.0 Community Outreach Bureau

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General Notes	Space Designation		Space Requirements (square feet)			
	No.	Space Function	Existing Area	Phase I YEAR: 2014	Phase II YEAR: 2024	Phase III YEAR: 2034
	11.14	Total		3,198	---	312
	11.16	Cumulative Total			3,198	3,510

Program / Spatial Needs Assessment

12.0 Investigations

General Notes	Space Designation		Space Requirements (square feet)			
	No.	Space Function	Existing Area	Phase I YEAR: 2014	Phase II YEAR: 2024	Phase III YEAR: 2034
	12.0	Investigations	1,010			
12.1: Accommodate 2-3 people.	12.1	Reception / Waiting Area	---	60	---	---
12.2: Associate with 12.1.	12.2	Administrative Assistant with Files Storage	---	80	---	---
12.3: Accommodate 12 people.	12.3	Conference Room	---	250	---	---
	12.4	Detective's Work Area @ 64 S.F. each	530	(5) 320	(2) 128	(2) 128
	12.5	Lieutenant's Office	96	140	---	---
	12.6	Sergeant's Office with Cold Case File Storage	---	140	---	---
12.7: Secured access.	12.7	Cybercrime Unit with Tech Lab and Secured Storage	193	---	200	---
12.8: Access from 12.5 and 12.6 only.	12.8	Secured Files Storage	---	60	---	---
		Interview Suite				
12.9: Provide duress buttons, audio and video monitoring and recording devices.	12.9	Interview Rooms @ 80 S.F. each	191	(2) 160	---	---
	12.10	Observation Equipment Room	---	60	---	---
	12.11	Secured Waiting Area	---	80	---	---

Program / Spatial Needs Assessment

12.0 Investigations

General Notes	Space Designation		Space Requirements (square feet)			
	No.	Space Function	Existing Area	Phase I YEAR: 2014	Phase II YEAR: 2024	Phase III YEAR: 2034
	12.13	Interviewee Restroom	---	64	---	---
	12.15	Secured Equipment Storage	---	80	---	---
	12.16	Break Alcove	---	40	---	---
	12.17	Copy / Work Area	---	60	---	---
	12.18	Outside Agency Workstations @ 36 S.F. each	---	---	36	---
	12.19	Subtotal	1,010	1,594	364	128
	12.20	Efficiency Factor @ 30%		478	109	38
	12.21	Total		2,072	473	166
	12.22	Cumulative Total			2,545	2,711

Program / Spatial Needs Assessment

13.0 Legal Bureau

General Notes	Space Designation		Space Requirements (square feet)			
	No.	Space Function	Existing Area	Phase I YEAR: 2014	Phase II YEAR: 2024	Phase III YEAR: 2034
13.0: Locate with Investigations. 13.6 & 13.7: Shared with Investigations; see Section 12.0, Items 12.16 and 12.17.	13.0	Legal Bureau	224			
	13.1	Secretary / Paralegal	---	48	---	---
	13.2	Secured Filing Room	---	60	---	---
	13.3	Victim Advocate Workstation @ 64 S.F. each	---	64	---	64
	13.4	Open Workstation	---	---	---	48
	13.5	Prosecutor's Office	---	140	140	---
	13.6	Copy / Work Area	---	---	---	---
	13.7	Break Alcove	---	---	---	---
	13.8	Subtotal	224	312	140	112
	13.9	Efficiency Factor @ 30%		94	42	34
	13.10	Total		406	182	146
	13.11	Cumulative Total			588	734

Program / Spatial Needs Assessment

14.0 Office of the Chief

General Notes	Space Designation		Space Requirements (square feet)			
	No.	Space Function	Existing Area	Phase I YEAR: 2014	Phase II YEAR: 2024	Phase III YEAR: 2034
	14.0	Office of the Chief / Administration	1,319			
14.1: Accommodates 4 people.	14.1	Waiting / Reception	---	60	---	---
	14.2	Administrative Assistant with Files	264	80	---	---
	14.3	Field Operations Captain's Office	325	160	---	---
	14.4	Support Services Captain's Office	---	160	---	---
	14.5	Office of the Chief	300	200	---	---
14.6: Associate with 14.5.	14.6	Restroom	---	64	---	---
	14.7	Administrative Restroom	30	64	---	---
14.8: Accommodates 12-15 people with reference materials. Provide direct from 14.1, 14.3 - 14.5.	14.8	Administrative Conference Room	400	300	---	---
	14.9	Storage @ 20 S.F. each	---	(4) 80	---	---
	14.10	Copy / Work Room / Supply	---	120	---	---
14.9: Associate with 14.1, 14.3, 14.4, and 14.5.	14.11	Small Break Alcove	---	40	---	---
	14.12	Secured Files Storage	---	60	---	---
	14.13	Open Work Station	---	---	48	---
	14.14	Storage	---	---	140	---

Program / Spatial Needs Assessment

14.0 Office of the Chief

General Notes	Space Designation		Space Requirements (square feet)			
	No.	Space Function	Existing Area	Phase I YEAR: 2014	Phase II YEAR: 2024	Phase III YEAR: 2034
	14.15	Subtotal	1,319	1,388	188	---
	14.16	Efficiency Factor @ 35%		486	66	---
	14.17	Total		1,874	254	---
	14.18	Cumulative Total			2,128	2,128

Program / Spatial Needs Assessment

15.0 Facility Services

General Notes	Space Designation		Space Requirements (square feet)			
	No.	Space Function	Existing Area	Phase I YEAR: 2014	Phase II YEAR: 2024	Phase III YEAR: 2034
15.1: Lockers @ 24" x 36" or 14.0 S.F. / unit.	15.0	Facility Services	937			
	15.1	Employee Locker Rooms • Male Locker Rooms • Female Locker Rooms	748	(60) 840 (20) 280	---	(10) 140 (4) 56
	15.2	Employee Restrooms with Showers @ 400 S.F. each	189	(2) 800	---	---
	15.3	Employee Restrooms @ 200 S.F. each	---	(2) 400	---	---
	15.4	Employee Central Break Room	---	200	---	---
	15.5	Food & Dry Goods Storage	---	40	---	---
	15.6	Catering Prep Area	---	---	120	---
	15.7	Laundry and Decontamination Room	---	---	100	---
	15.8	Community Policing Unit Bicycle Storage	---	140	---	---
	15.9	Subtotal	937	2,700	220	196
	15.10	Efficiency Factor @ 30%		810	66	59

Program / Spatial Needs Assessment

15.0 Facility Services

General Notes	Space Designation		Space Requirements (square feet)			
	No.	Space Function	Existing Area	Phase I YEAR: 2014	Phase II YEAR: 2024	Phase III YEAR: 2034
	15.11	Total		3,510	286	255
	15.12	Cumulative Total			3,796	4,051

Program / Spatial Needs Assessment

16.0 Facility Support Areas

General Notes	Space Designation		Space Requirements (square feet)			
	No.	Space Function	Existing Area	Phase I YEAR: 2014	Phase II YEAR: 2024	Phase III YEAR: 2034
	16.0	Facility Support Areas	1,100			
	16.1	Mechanical Rooms - HVAC Equipment @ 160 S.F. each	1,100	(2) 320	---	---
	16.2	Electrical Equipment Rooms @ 80 S.F. each	included	(2) 160	---	---
	16.3	Telecommunications Equipment - Primary Room	---	80	---	---
	16.4	Data Communications Hubs @ 40 S.F. each	---	(2) 80	---	---
	16.5	UPS Equipment Room	---	60	---	---
	16.6	Janitor's Service Closet	---	40	---	---
	16.7	Exterior Maintenance Equipment Storage	---		120	---
	16.8	Emergency Generator Enclosure	---	240	---	---
	16.9	Emergency Generator Supply Room	---	40	---	---
	16.10	Enclosed Specialized Vehicle Storage • Command Vehicle • Crime Scene Van • Investigations Vehicle • Peace Keeper Vehicle	---	700 200 200 200	--- --- --- ---	--- --- --- ---
16.5: Locate with MIS Server Room equipment.						
16.8: Calculated at one-half actual square footage (480 SF) as this is not typically an air-conditioned enclosure.						
16.10: Not included in overall building net square footage. May be located in Vehicle Storage Facility.						

Program / Spatial Needs Assessment

16.0 Facility Support Areas

General Notes	Space Designation		Space Requirements (square feet)			
	No.	Space Function	Existing Area	Phase I YEAR: 2014	Phase II YEAR: 2024	Phase III YEAR: 2034
		Enclosed Specialized Vehicle Storage (cont.) <ul style="list-style-type: none"> ● Radar Trailers (2) ● Utility Trailer (5' x 8') 		200 100	--- ---	--- ---
	16.11	Rolling Assets Storage <ul style="list-style-type: none"> ● 25 vehicles 	---	Square Footage - To Be Determined		
		Subtotal	1,100	1,020	120	---
		Efficiency Factor @ 30%		306	36	---
		Total		1,326	156	---
		Cumulative Total			1,482	1,482

Site Data Analysis

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Site 1: 23 Cataract Avenue

Parcel Area: 11.06 Acres

Assessor Reference: Map 13 / Lot 23

General Description: Developed lot, mostly flat, paved most of southern half of site. There is one large L-shaped building, roughly 26,000 Square Feet, near the Northern edge of the site. The parcel was used as a Community College but has been abandoned for several years. The site is bound by Woodman Park to the North, the Route 16 off ramp to Silver Street to the West, Cataract Avenue to the South, and residential properties to the East.

1. 1 Appropriate Surrounding Land Use: Site is bound by residential neighborhoods and Route 16. Score: 5.
1. 2 Proximity to City or Secondary County Functions: This site is not located near any City or secondary County functions. Score: 1.
1. 3 Site Size / Ease of Expansion: Large site provides ample room for a new police facility, parking, and any projected growth/ expansion needs. Score: 10.
1. 4 Zoning: R12, residential. Score: 2.
1. 5 Site Development Considerations: Score: 7.
 - a. Ample space for development.
 - b. Existing building is not suitable for reuse as a police facility.
 - c. Site development cost will likely be low but may be increased if existing building requires demolition.
 - d. Increased police traffic in residential neighborhood at shift changes is a negative impact.
 - e. Distance from downtown will require additional vehicle traffic by Community Police Officers.
 - f. Annual tax revenue of \$50,459.00 to the City of Dover will be lost.
 - g. Land acquisition cost reduces project budget for new building construction.
1. 6 Access: Vehicular / Pedestrian / Public Transportation: Score: 4.
 - a. Direct access to site is currently vehicular only via Cataract Avenue.
 - b. Pedestrian access is limited to adjacent neighborhood.
 - c. Closest public transportation is via the COAST bus (Commuter Connector along Silver Street) and UNH Wildcat Transit (Silver Street and Locust Street / Route 108).
 - d. Potential secondary site access: emergency access onto Route 16 Exit Off ramp to Silver Street.
1. 7 Impact on Downtown Redevelopment: 1.5 miles from Downtown. Negative impact on downtown redevelopment. Score: 4.
1. 8 Proximity to Potential Hazards: This site is not located near any identifiable hazards. Score:10.
1. 9 Ease of Acquisition: Property is currently under lease through March 31, 2016. Listed land acquisition cost is \$2,404,100. Score: 1.
1. 10 Adequacy of Infrastructure: Site currently has Public Water, Sewer, Natural Gas, and Electric service. Score: 8.

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Site 2: 80 Rutland Street

Parcel Area: 8.82 Acres

Assessor Reference: Map 11 / Lot 2

General Description: Developed lot, flat and sloping paved most of site. There is one large rectangular building, roughly 15,000 square feet, near the Western edge of the site. The parcel was used as a Community College and is currently being sublet. The site is bound by an undeveloped lot to the North, the Route 16 off ramp to Silver Street to the West, Cataract Avenue to the South, and residential properties to the East.

1. 1 Appropriate Surrounding Land Use: Site is bound by residential neighborhoods and Route 16. Score: 5.
1. 2 Proximity to City or Secondary County Functions: The site is not near any City or secondary County functions. Score: 1
1. 3 Site Size / Ease of Expansion: Large site provides ample room for a new police facility, parking, and any projected growth/ expansion needs. Score: 10.
1. 4 Zoning: R12, residential. Score: 2.
1. 5 Site Development Considerations: Score: 7.
 - a. Ample space for development.
 - b. Existing building is not suitable for reuse as a police facility with a high likelihood of required demolition. Site development cost will likely increase due to likely requirement of demolition.
 - c. Site development cost will likely be moderate especially if excavation of sloping terrain is required.
 - d. Increased police traffic in residential neighborhood at shift changes is a negative impact.
 - e. Distance from downtown will require additional vehicle traffic by Community Police Officers.
 - f. Annual tax revenue of \$29,317.00 to the City of Dover will be lost.
 - g. Land acquisition cost reduces project budget for new building construction.
1. 6 Access: Vehicular / Pedestrian / Public Transportation: Score: 4.
 - a. Direct access to site is currently vehicular only via Rutland Road.
 - b. Pedestrian access is limited to adjacent neighborhood.
 - c. Closest public transportation is via the COAST bus (Commuter Connector along Silver Street) and UNH Wildcat Transit (Silver Street and Locust Street / Route 108).
 - d. No potential secondary site access exists for this lot.
1. 7 Impact on Downtown Redevelopment: 1.2 miles from Downtown. Negative impact on downtown redevelopment. Score: 4.
1. 8 Proximity to Potential Hazards: This site is not located near any identifiable hazards. Score: 10.
1. 9 Ease of Acquisition: Property is currently under lease through March 31, 2016. Listed land acquisition cost is \$1,235,200. Score: 1

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1. 10 Adequacy of Infrastructure: Site currently has Public Water, Sewer, Natural Gas, and Electric service. Score: 8.

Site 3: 181 Silver Street

Parcel Area: 19.46 Acres

Assessor Reference: Map 11 / Lot 2

General Description: Developed lot, mostly flat with sloping areas. Paved / developed most of site. There are two buildings, roughly 20,000 and 35,000 square feet, near the Southern edge of the site. The parcel was used as a Community College and is currently vacant. The site is bound by an Railroad and commercial properties to the North, the Route 16 on ramp from Silver Street to the West and South, commercial and residential properties to the East.

1. 1 Appropriate Surrounding Land Use: Site is bound by mixed use commercial and residential neighborhoods and Route 16. Score: 7.
1. 2 Proximity to City or Secondary County Functions: The site is not near any City or secondary County functions. Score: 1
1. 3 Site Size / Ease of Expansion: Large site provides ample room for a new police facility, parking, and any projected growth/ expansion needs. Score: 10.
1. 4 Zoning: B3 and RM-10, Commercial. Score: 7.
1. 5 Site Development Considerations: Score: 7.
 - a. Ample space for development.
 - b. Existing buildings are not suitable for reuse as a police facility with a high likelihood of required demolition. Site development cost will likely increase due to likely requirement of demolition.
 - c. Site development cost will likely be low but would increase if demolition of existing buildings is required.
 - d. Distance from downtown will require additional vehicle traffic by Community Police Officers.
 - e. Annual tax revenue of \$68,244.00 to the City of Dover will be lost.
 - f. Land acquisition cost reduces project budget for new building construction.
1. 6 Access: Vehicular / Pedestrian / Public Transportation: Score: 6.
 - a. Direct access to site is currently vehicular only via Silver Street.
 - b. Pedestrian access is extremely limited due to site isolation by roads and railroad.
 - c. Closest public transportation is via the COAST bus (Commuter Connector along Silver Street) and UNH Wildcat Transit (Silver Street and Locust Street).
 - d. No potential secondary site access exists for this lot.
1. 7 Impact on Downtown Redevelopment: 1.1 miles from Downtown. Negative impact on downtown redevelopment. Score: 5.
1. 8 Proximity to Potential Hazards: This site is located next to a gas station which could prohibit direct access downtown via Silver Street. Score: 8.

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- 1.9 Ease of Acquisition: Property is currently under lease through March 31, 2016. Listed land acquisition cost is \$2,813,000. Score: 1.
- 1.10 Adequacy of Infrastructure: Site currently has Public Water, Sewer, Natural Gas, and Electric service. Score: 8.

Site 4: Armory Site

Assessor Reference: Map 25 / Lot 43A

General Description: Lot has been sold by the City and is no longer an option.

Site 5: Durham Road

Parcel Area: 6.43 Acres

Assessor Reference: Map H / Lot 11

General Description: Undeveloped lot, flat and sloping wooded site. The parcel is presumed to contain wetland areas but quantity and significance are not known at this time. The site is bound by the Bellamy River Reservoir to the North, Dover Middle School to the West, Dover South Fire Station to the South, and Durham Road to the East.

- 1.1 Appropriate Surrounding Land Use: Site is bound by residential neighborhoods and Route 16. Score: 8.
- 1.2 Proximity to City or Secondary County Functions: The site is near the Dover South Fire Station, Dover Middle School, and Dover High School. It is not near any secondary County functions. Score: 5.
- 1.3 Site Size / Ease of Expansion: Site is likely to accommodate the Dover Police Facility and expansion, but wetland limitations may impair development ability. Score: 8.
- 1.4 Zoning: R20, residential. Score: 3.
- 1.5 Site Development Considerations: Score: 5.
 - a. Potential limited space for development due to wetlands and shoreline setbacks.
 - b. Site development cost will likely be moderate due to potential blasting and potential limited building footprint from wetlands.
 - c. Increased police traffic on Durham Road at shift changes is a negative impact.
 - d. Distance from downtown will require additional vehicle traffic by Community Police Officers.
 - e. Annual tax revenue to the City of Dover will be lost.
 - f. Land acquisition cost minimally reduces project budget for new building construction.
- 1.6 Access: Vehicular / Pedestrian / Public Transportation: Score: 6.
 - a. Direct access to site is currently vehicular only via Durham Road.
 - b. Pedestrian access is limited to Dover Middle School, High School, and adjacent residential neighborhood.
 - c. Closest public transportation is via UNH Wildcat Transit along Durham Road.
 - d. Potential secondary site access is to connect to Daley Drive / Dover Middle School.
- 1.7 Impact on Downtown Redevelopment: 1.6 miles from Downtown. Negative impact on downtown redevelopment. Score: 5.

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- 1. 8 Proximity to Potential Hazards: This site is not located near any identifiable hazards. Score: 8.
- 1. 9 Listed land acquisition cost is \$174,600. Score: 6.
- 1. 10 Adequacy of Infrastructure: Site currently has Public Water, Sewer, Natural Gas, and Electric service. Score: 8.

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Site 6: Grimes Lot

Parcel Area: 0.84 Acres

Assessor Reference: Map 24 / Lot 95

General Description: City owned paved lot. The site is bound by Chapel Street to the North, residential properties to the West, and Portland Avenue to the South and East.

1. 1 Appropriate Surrounding Land Use: Site is bound by mixed residential and commercial use. Score: 3.
1. 2 Proximity to City or Secondary County Functions: The site is not near any City or secondary County functions. Score: 3.
1. 3 Site Size / Ease of Expansion: Site is too small to accommodate the program requirements of a new police department facility. Score: 1.
1. 4 Zoning: CBD, commercial. Score: 10.
1. 5 Site Development Considerations: Score: 2.
 - a. Limited space for development due to lot size.
 - b. Structured parking is required due to lot size with no reasonable public parking access.
 - c. Site topography complicates development.
1. 6 Access: Vehicular / Pedestrian / Public Transportation: Score: 2.
 - a. Direct access to site is currently vehicular Chapel St and Portland Ave.
 - b. Pedestrian access from downtown and adjacent neighborhood is possible but not ideal.
 - c. Closest public transportation is via UNH Wildcat Transit and COAST bus.
 - d. Potential secondary site access does not exist due to site topography.
1. 7 Impact on Downtown Redevelopment: site is located just outside downtown but is not in an ideal location to provide a positive impact on growth. Score: 8.
1. 8 Proximity to Potential Hazards: This site is may be affected by flooding of the Cocheco River. Score: 4.
1. 9 Land acquisition cost is \$0. City owned parcel. Score: 10.
1. 10 Adequacy of Infrastructure: Site currently has Public Water, Sewer, Natural Gas, and Electric service. Score: 8.

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Site 7: Knox Marsh Road

Parcel Area: 20.46 Acres

Assessor Reference: Map H-2 / Lot 34

General Description: Mostly undeveloped lot, with moderately sloping, mostly wooded terrain. The parcel is presumed to contain wetland areas and/or natural wildlife habitat but quantity and significance are not known at this time. There are two small residential buildings on the site. The site is bound by farm land to the North, Sumner Drive to the West, Knox Marsh Road to the South, and residential properties to the East.

1. 1 Appropriate Surrounding Land Use: Site bound by commercial, industrial & residential uses. Score: 8.
1. 2 Proximity to City or Secondary County Functions: The site is not near City or County functions. Score: 3.
1. 3 Site Size / Ease of Expansion: Site has ample area to accommodate the Dover Police Facility and future expansion, but wetland and/or wildlife habitat limitations may impair development ability. Score: 10.
1. 4 Zoning: B4, Business. Score: 7.
1. 5 Site Development Considerations: Score: 5.
 - a. Ample space for development. City may consider purchasing a smaller portion of overall site.
 - b. Existing buildings require demolition. Associated cost is negligible.
 - c. Development of parcel may become significantly limited if wetlands are deemed significant or if vernal pools are found. Existing wildlife habitat may require significant restrictions on site development.
 - d. Site development cost will likely be low but would increase if wetlands and/or wildlife habitat restricted simple development strategies.
 - e. Increased traffic on Knox Marsh Road may create safety issues for neighboring residences.
 - f. Distance from downtown will require additional vehicle traffic by Community Police Officers.
 - g. Annual tax revenue of \$22,866.48 to the City of Dover will be lost.
 - h. Land acquisition cost reduces project budget for new building construction.
1. 6 Access: Vehicular / Pedestrian / Public Transportation: Score: 7.
 - a. Direct access to site is currently vehicular only via Knox Marsh Road.
 - b. Pedestrian access is extremely limited due to site isolation by roads and commercial uses.
 - c. Public transportation exists along Knox Marsh Road via the COAST bus (Bus Route 34) and UNH Wildcat Transit (Route 3).
 - d. Potential secondary site could be a connection to Sumner Drive.
1. 7 Impact on Downtown Redevelopment: 2.0 miles from Downtown. Negative impact on downtown redevelopment. Score: 4.
1. 8 Proximity to Potential Hazards: site is not located near any identifiable hazards. Score: 8.
1. 9 Ease of Acquisition: Listed land acquisition cost is \$945,800. Option to purchase 6-10 acres of the site may exist. Score: 6.

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1. 10 Adequacy of Infrastructure: Site currently has Public Water, Sewer, Natural Gas, and Electric service. Score: 8.

Site 8: Locust Street East

Assessor Reference: Map 15 / Lot 68

General Description: Since being considered as a potential site, this lot has become unavailable to the City and is no longer an option.

Site 9: Locust Street West

Assessor Reference: Map 15 / Lot 40A

General Description: Since being considered as a potential site, this lot has become unavailable to the City and is no longer an option.

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Site 10: Orchard Street

Parcel Area: 3.61 Acres

Assessor Reference: Map 2 / Lot 83

General Description: Flat, paved lot. The parcel is currently used as a public parking lot. The site is bound by the Cochecho Apartments to the North, Chestnut Street to the West, and commercial properties to the South and East.

1. 1 Appropriate Surrounding Land Use: Site is bound by commercial and multi-family residential uses. Score: 8.
1. 2 Proximity to City or Secondary County Functions: The site is nearby City or County functions. Score: 9.
1. 3 Site Size / Ease of Expansion: Site is large enough to accommodate the Dover Police Facility and future expansion provided the building is 2-3 stories. Score: 8.
1. 4 Zoning: CBD, Commercial Business District. Score: 10.
1. 5 Site Development Considerations: Score: 8.
 - a. Relatively tight urban site will likely require a 2-3 story building.
 - b. Downtown location is ideal regarding proximity to other City and County services.
 - c. Downtown location is ideal regarding Community Policing proximity to local businesses.
 - d. Site development cost will likely be moderate due to existing soils conditions. Increased development cost would be partially or completely offset by zero land procurement cost.
 - e. Existing water table may limit ability to build a basement level. Additional survey information is required.
 - f. Use of City-owned property results in no loss of annual tax revenue.
1. 6 Access: Vehicular / Pedestrian / Public Transportation: Score: 10.
 - a. Direct access to site is vehicular via Chestnut and Orchard Streets, Pedestrian via 4 separate access points, and via public transportation.
 - b. Pedestrian access to the site is very good.
 - c. Public transportation exists along both Chestnut and Washington Streets. Existing bus stops are directly adjacent to the site on Chestnut Street.
 - d. Primary site access is likely Chestnut Street. Secondary site access is likely Orchard Street.
1. 7 Impact on Downtown Redevelopment: The site is centrally located Downtown. Positive impact on downtown redevelopment. Score: 10.
1. 8 Proximity to Potential Hazards: site is not located near any identifiable hazards. Score: 9.
1. 9 Ease of Acquisition: Land is owned by the City of Dover. Acquisition cost is \$0.00. Score: 10
1. 10 Adequacy of Infrastructure: Site currently has Public Water, Sewer, Natural Gas, and Electric service. Score: 9.

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Site 11: Robbins Auto Property

Parcel Area: 1.28 Acres

Assessor Reference: Map 2 / Lots 2, 3, 4, 5, 6, 6A, 7, 8, 8A, and

General Description: Flat, paved lot with buildings along the North edge and center of the site. Existing buildings are currently vacant or underutilized. The parcel is currently used as a police parking lot. The site is bound by Washington Street to the North, Chestnut Street to the West and South, and Locust Street to the East.

1. 1 Appropriate Surrounding Land Use: Site is bound by commercial and multi-family residential uses. Score: 10.
1. 2 Proximity to City or Secondary County Functions: The site is nearby City or County functions. Score: 10.
1. 3 Site Size / Ease of Expansion: Site is large enough to accommodate the Dover Police Facility and future expansion provided the building is 2-3 stories and all structures south of those facing Washington Street are demolished. Score: 3.
1. 4 Zoning: CBD, Commercial Business District. Score: 10
1. 5 Site Development Considerations: Score: 7.
 - a. Tight urban site will require a 3 story building.
 - b. Downtown location is ideal regarding close proximity to other City and County services.
 - c. Downtown location is ideal regarding Community Policing proximity to local businesses.
 - d. Site provides opportunity to create a contiguous civic campus for the City of Dover.
 - e. Site development cost will likely be moderate due to required demolition of existing structures.
 - f. High cost of land procurement will significantly lower the available construction budget. A negotiated subdivision of the entire parcel with the Owner is required for the site to remain feasible.
 - g. Annual tax revenue of \$1,657,800.00 to the City of Dover will be lost.
1. 6 Access: Vehicular / Pedestrian / Public Transportation: Score: 8.
 - a. Direct access to site is vehicular via Chestnut and Locust Streets, Pedestrian via 3 separate access points, and via public transportation.
 - b. Pedestrian access to the site is very good.
 - c. Public transportation exists along both Chestnut and Washington Streets. Existing bus stops on both streets are within two blocks of the site.
 - d. Primary site access is likely Chestnut Street. Secondary site access is likely Locust Street.
1. 7 Impact on Downtown Redevelopment: The site is centrally located Downtown. Positive impact on downtown redevelopment. Score: 10.
1. 8 Proximity to Potential Hazards: site is not located near any identifiable hazards. Score: 9.
1. 9 Ease of Acquisition: Listed land acquisition cost is \$2,825,300. Option to purchase only the portion of the site behind Washington Street facing buildings may exist. Score: 1.
1. 10 Adequacy of Infrastructure: Site currently has Public Water, Sewer, Natural Gas, and Electric service. Score: 8.

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Site 12: School Street

Parcel Area: 0.6 Acres

Assessor Reference: Map 3 / Lots 25, 26, and 27

General Description: Flat, paved lot. The parcel is currently used as a public parking lot. The site is bound by a retail shopping center to the North, commercial use to the West, School Street to the South, and Mechanic Street to the East.

1. 1 Appropriate Surrounding Land Use: Site is bound by commercial and multi-family residential uses. Score: 3.
1. 2 Proximity to City or Secondary County Functions: The site is near City and County functions but distance is greater than ideal. Score: 6.
1. 3 Site Size / Ease of Expansion: Site is too small to accommodate the program requirements of a new police department facility. Score: 1.
1. 4 Zoning: CBD, commercial. Score: 10.
1. 5 Site Development Considerations: Score: 4.
 - a. Limited space for development due to lot size.
 - b. Structured parking is required due to lot size with limited public parking access.
 - c. Building will need to be 3 stories above structured parking to fit on site. Essential program such as booking) could not fit on ground level.
 - d. Residential units directly across School and Mechanic Streets create poor adjacencies.
1. 6 Access: Vehicular / Pedestrian / Public Transportation: Score: 3.
 - a. Direct access to site is currently vehicular via School and Mechanic Streets.
 - b. Pedestrian access from downtown and adjacent neighborhood is possible but not ideal.
 - c. Closest public transportation is via UNH Wildcat Transit and COAST bus along Central Avenue.
 - d. Potential secondary site access through Mechanic Street.
1. 7 Impact on Downtown Redevelopment: site is located just outside downtown but is not in an ideal location to provide a positive impact on growth. Score: 8.
1. 8 Proximity to Potential Hazards: site is not located near any identifiable hazards. Score: 9.
1. 9 Land acquisition cost is \$0. City owned parcel. Score: 10.
1. 10 Adequacy of Infrastructure: Site currently has Public Water, Sewer, Natural Gas, and Electric service. Score: 8.

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Site 13: St Charles Church

Parcel Area: 1.73 Acres

Assessor Reference: Map 27 / Lots 2, 3, 4, and 15

General Description: Four lots: two flat, paved lots and two lots with structures. The parcel is currently abandoned. The site is bound by residential properties to the North, South and East and bound by Central Avenue to the West. Lot 15 is bound by Park Street to the East.

1. 1 Appropriate Surrounding Land Use: Site is bound by single and multi-family residential uses. Score: 3.
1. 2 Proximity to City or Secondary County Functions: The site is not close to City or County functions. Score: 3.
1. 3 Site Size / Ease of Expansion: Site is large enough to accommodate the Dover Police Facility and future expansion provided the building is 2-3 stories. Lot 4, housing the church is not available for development. Score: 1.
1. 4 Zoning: RM-U, Residential Multi-Unit District. Score: 4.
1. 5 Site Development Considerations: Score: 2.
 - a. Tight urban site will likely require a 2-3 story building.
 - b. Near downtown location provides reasonable proximity to other City and County services.
 - c. Near downtown location provides reasonable proximity Community Policing proximity to local businesses.
 - d. High cost of land procurement will significantly lower the available construction budget. In addition, requirement to sell Lot 4 individually will create a burden for the City.
 - e. Land is owned by a non-profit. Annual tax revenue to the City of Dover will not change.
1. 6 Access: Vehicular / Pedestrian / Public Transportation: Score: 6.
 - a. Direct access to site is vehicular via Central Avenue and Park Street, Pedestrian via neighborhood, and via public transportation.
 - b. Pedestrian access to the site is limited to adjacent neighborhood.
 - c. Public transportation exists along Central Avenue. Existing bus stops are within several blocks of the site.
 - d. Primary site access is likely Central Avenue. Secondary site access is likely Park Street.
1. 7 Impact on Downtown Redevelopment: The site is located near Downtown. Likely to create a moderately positive impact on downtown redevelopment. Score: 7.
1. 8 Proximity to Potential Hazards: site is not located near any identifiable hazards.
1. 9 Ease of Acquisition: Listed land acquisition cost is \$925,000. Option to purchase only Lots 2, 3, and 15 do not exist. Score: 2.
1. 10 Adequacy of Infrastructure: Site currently has Public Water, Sewer, Natural Gas, and Electric service. Score: 8.

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Conclusion

The objective review of 13 initial sites resulted in only 3 qualifying as finalist sites. The primary disqualifying category was cost/ease of acquisition.

Finalist sites are:

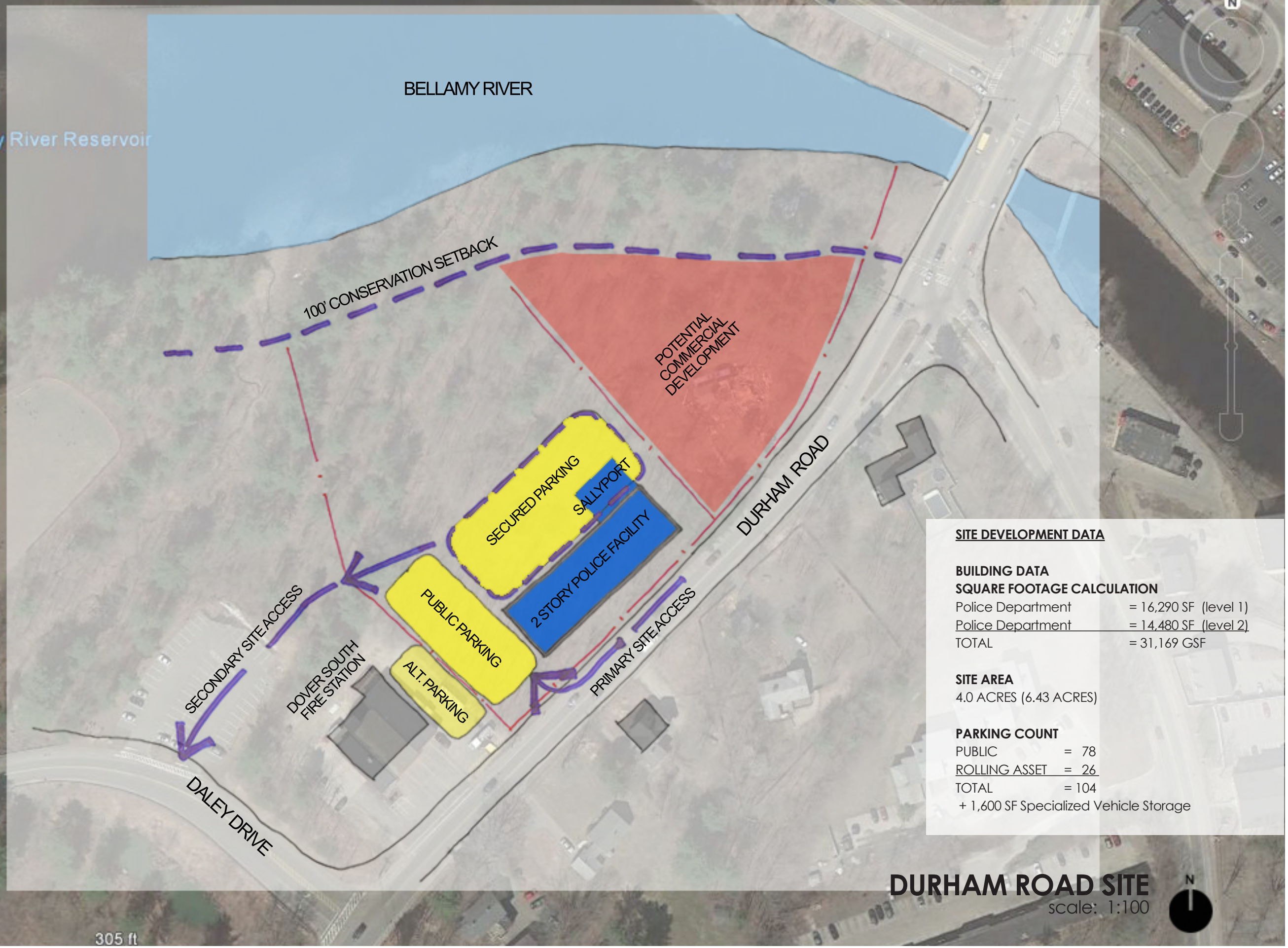
1. Orchard Street
2. Knox Marsh Road
3. Durham Road

In the Preliminary Site Diagrams section, the sites listed above have been preliminarily diagrammed to show probable building location and footprint, primary/secondary site access, public/secured parking areas and other specific development limitations imposed by the site.

At this time, the Orchard Street site outscored all sites by a large margin. High scores are based on ownership by the city, appropriate size, downtown location, multiple site ingress/egress points, public access, and proximity to other municipal and city infrastructure.

Preliminary Site Diagrams

Bellamy River Reservoir



SITE DEVELOPMENT DATA

BUILDING DATA

SQUARE FOOTAGE CALCULATION

Police Department	= 16,290 SF (level 1)
Police Department	= 14,480 SF (level 2)
TOTAL	= 31,169 GSF

SITE AREA

4.0 ACRES (6.43 ACRES)

PARKING COUNT

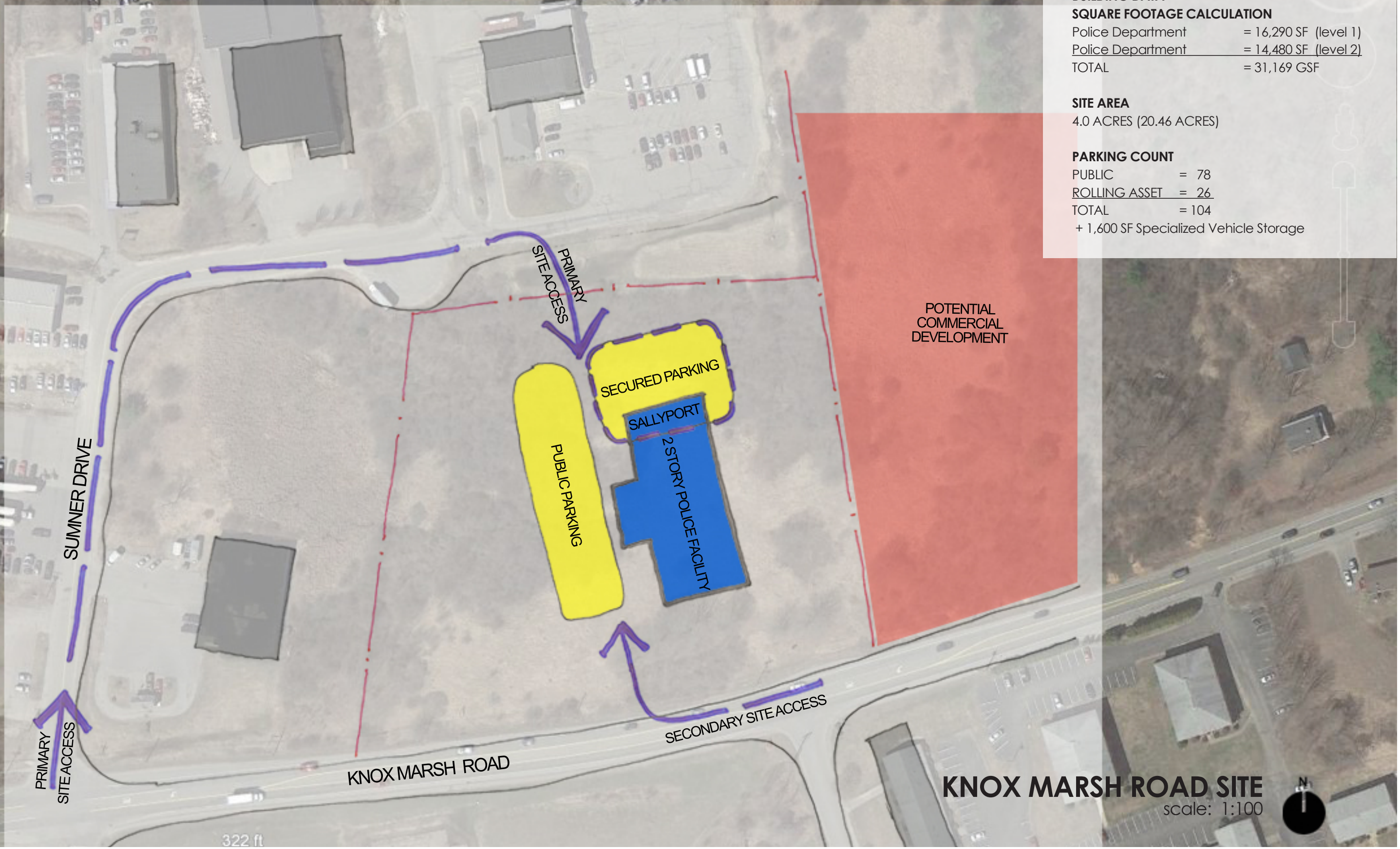
PUBLIC	= 78
ROLLING ASSET	= 26
TOTAL	= 104

+ 1,600 SF Specialized Vehicle Storage

DURHAM ROAD SITE
scale: 1:100



305 ft



SITE DEVELOPMENT DATA

BUILDING DATA

SQUARE FOOTAGE CALCULATION

Police Department	= 16,290 SF (level 1)
Police Department	= 14,480 SF (level 2)
TOTAL	= 31,169 GSF

SITE AREA

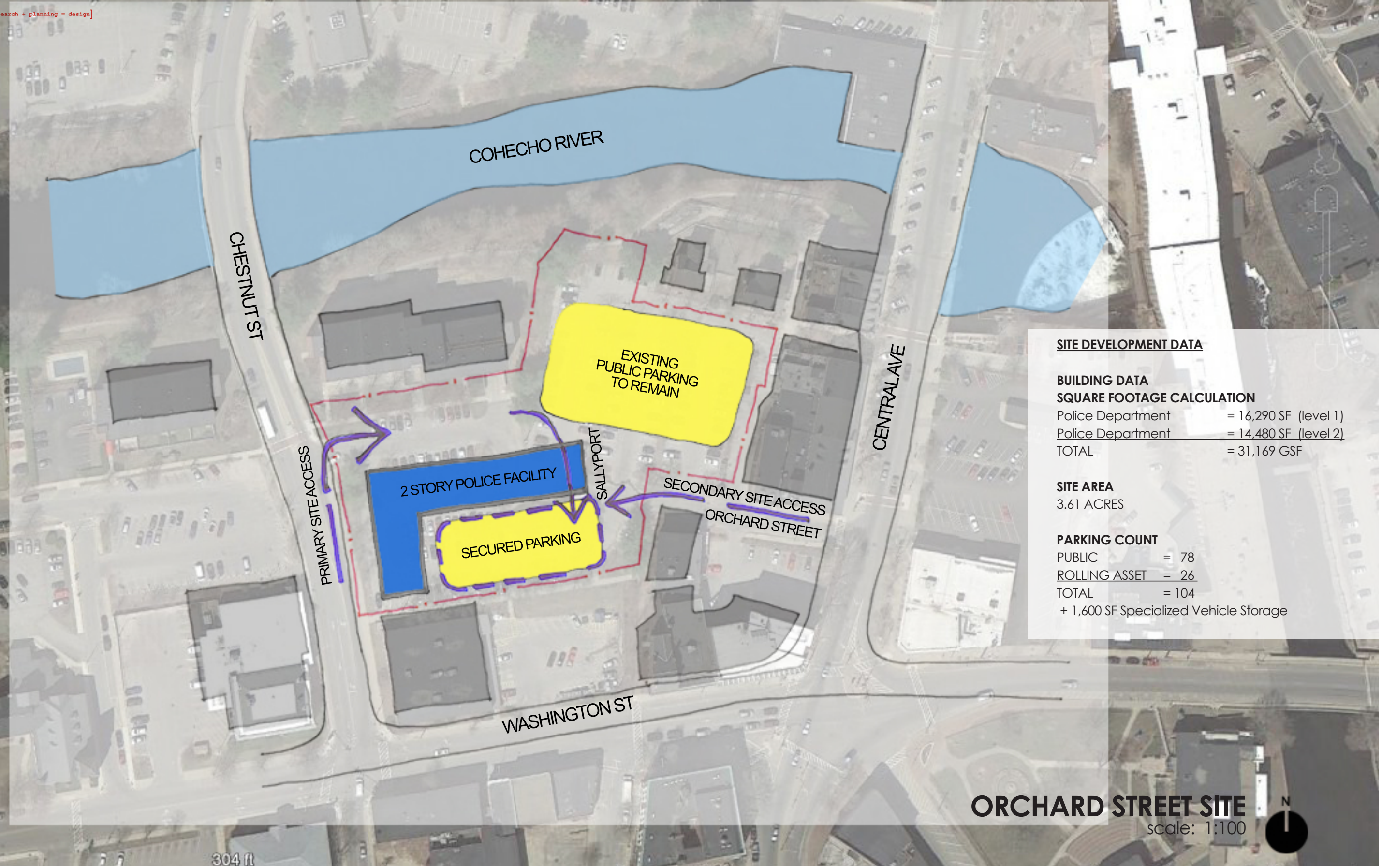
4.0 ACRES (20.46 ACRES)

PARKING COUNT

PUBLIC	= 78
ROLLING ASSET	= 26
TOTAL	= 104

+ 1,600 SF Specialized Vehicle Storage

KNOX MARSH ROAD SITE
scale: 1:100



SITE DEVELOPMENT DATA

BUILDING DATA

SQUARE FOOTAGE CALCULATION

Police Department	= 16,290 SF (level 1)
Police Department	= 14,480 SF (level 2)
TOTAL	= 31,169 GSF

SITE AREA
3.61 ACRES

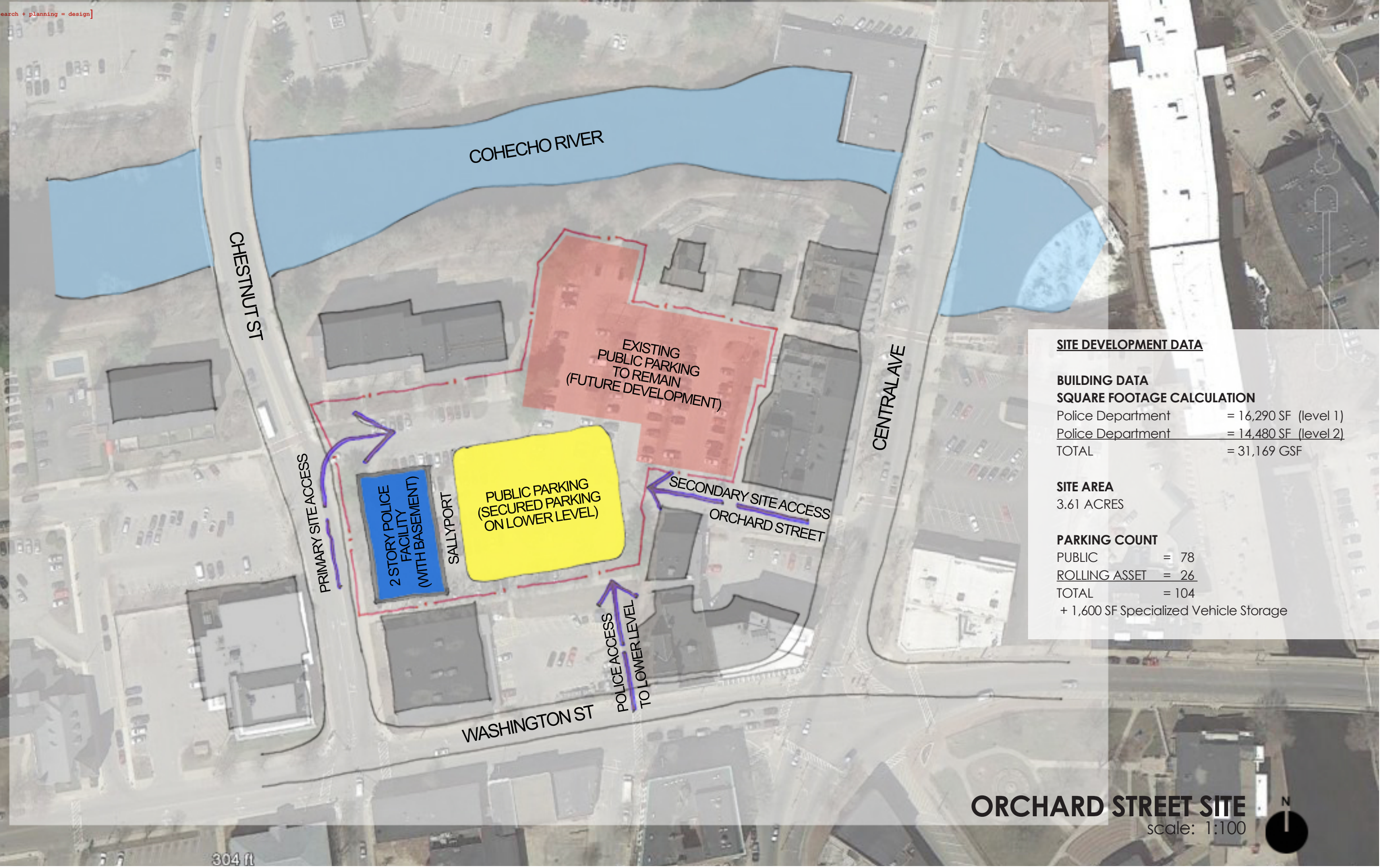
PARKING COUNT

PUBLIC	= 78
ROLLING ASSET	= 26
TOTAL	= 104

+ 1,600 SF Specialized Vehicle Storage

ORCHARD STREET SITE
scale: 1:100





SITE DEVELOPMENT DATA

BUILDING DATA

SQUARE FOOTAGE CALCULATION

Police Department	= 16,290 SF (level 1)
Police Department	= 14,480 SF (level 2)
TOTAL	= 31,169 GSF

SITE AREA
3.61 ACRES

PARKING COUNT

PUBLIC	= 78
ROLLING ASSET	= 26
TOTAL	= 104

+ 1,600 SF Specialized Vehicle Storage

ORCHARD STREET SITE
scale: 1:100

Development Options

Development Option “A” - Estimate of Probable Development Costs:

This option would construct the facility to accommodate the projected need of Year 2024.

Building Costs on Site TBD:

Dover Police Department Headquarters:	
27,908 SF @ \$230.00/SF	\$ 6,418,840.00
Central Energy Plant	\$ 340,000.00
Subtotal Building Costs:	\$ 6,758,840.00

Site Development Costs:

Grading, Paving, Drainage, Landscaping, and Irrigation	
2.0 acres @ \$150,000/acre	\$ 300,000.00
Site Security Enhancements (Planters/bollards, access control, site walls and fencing)	
Lump Sum (allowance)	\$ 100,000.00
Subtotal Site Development Cost:	\$ 425,000.00
Project Cost Subtotal (Construction)	\$ 7,183,840.00

Project “Soft Costs”:

Professional Architecture / Engineering Services:	
Negotiated Fixed Fee	\$ 786,558.00
A/E Reimbursable Expense Allowance	\$ 27,560.00
FF&E Allowance: (furniture and moveable equipment)	
27,908 SF @ \$16.00/SF	\$ 446,528.00
Technology Allowance:	
27,908 SF @ \$19.00/SF	\$ 530,252.00
Project “Soft Costs” Subtotal	\$ 1,790,898.00

Total Estimated Development Cost.....\$ 8,974,738.00

Development Option “B” - Estimate of Probable Development Costs:

Build to the year 2024 w/shelled-out space for 2034: This option would construct the facility to accommodate the projected need of year 2024 to consist of 27,908 SF for the Dover PD Headquarters and shelled-out space of 3,261 SF for the projected need of year 2034.

Building Costs on Site TBD:

Dover Police Department Headquarters:	
27,908 SF @ \$230.00/SF	\$ 6,418,840.00
3,261 SF @ \$180.00/SF	\$ 603,285.00
Central Energy Plant	\$ 340,000.00
Subtotal Building Costs:	\$ 7,362,125.00

Site Development Costs:

Grading, Paving, Drainage, Landscaping, and Irrigation	
2.0 acres @ \$150,000/acre	\$ 300,000.00
Site Security Enhancements	
(Planters/bollards, access control, site walls and fencing)	
Lump Sum (allowance)	\$ 125,000.00
Subtotal Site Development Cost:	\$ 425,000.00
Project Cost Subtotal (Construction)	\$ 7,787,125.00

Project “Soft Costs”:

Professional Architecture / Engineering Services:	
Negotiated Fixed Fee	\$ 656,460.00
A/E Reimbursable Expense Allowance	\$ 27,560.00
FF&E Allowance: (furniture and moveable equipment)	
27,908 SF @ \$16.00/SF	\$ 446,528.00
Technology Allowance:	
27,908 SF @ \$19.00/SF	\$ 530,252.00
Project “Soft Costs” Subtotal	\$ 1,660,800.00

Total Estimated Development Cost.....\$ 9,447,925.00

Development Option “C” - Estimate of Probable Development Costs

This option would construct the facility to accommodate the projected need of Year 2034.

Building Costs on Site TBD:

Dover Police Department Headquarters:	
31,169 SF @ \$230.00/SF	\$ 7,168,870.00
Central Energy Plant	\$ 340,000.00
Subtotal Building Costs:	\$ 7,508,870.00

Site Development Costs:

Grading, Paving, Drainage, Landscaping, and Irrigation	
2.0 acres @ \$150,000/acre	\$ 300,000.00
Site Security Enhancements (Planters/bollards, access control, site walls and fencing)	
Lump Sum (allowance)	\$ 125,000.00
Subtotal Site Development Cost:	\$ 425,000.00
Project Cost Subtotal (Construction)	\$ 7,933,870.00

Project “Soft Costs”:

Professional Architecture / Engineering Services:	
Negotiated Fixed Fee	\$ 656,460.00
A/E Reimbursable Expense Allowance	\$ 27,560.00
FF&E Allowance: (furniture and moveable equipment)	
27,908 SF @ \$16.00/SF	\$ 446,528.00
Technology Allowance:	
27,908 SF @ \$19.00/SF	\$ 530,252.00
Project “Soft Costs” Subtotal	\$ 1,660,800.00

Total Estimated Development Cost.....\$ 9,594,670.00

Site & Security
Considerations

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Facility and Site Security:

The events of 911 have clearly shown that man-made events are as dynamic a threat as natural events. Terrorist acts, when directed toward a specific target are, in fact, extremely difficult to counter. An act of terrorism directed toward a law enforcement facility can be multi-faceted, including chemical, biological or dynamic, such as the use of explosions or the use of the utilization of traditionally benign “carriers” in unique applications (airplanes, vehicles, etc.).

One major criteria for the creation of a facility security system is to think in terms of an intergraded system that creates an envelope or perimeter that is supported by layers of systems. Singular systems can, traditionally, be overcome much easier than those systems which are multi-faceted and interconnected.

Site Security:

In this section we have reviewed some of the potential threats to a facility that are associated with “off-site” services, such as utilities, air quality, etc. This section attempts to review the more immediate issue of security relative to the building site. Many of these principles have been identified and discussed in CPTED (Crime Prevention Thru Environmental Design) publications that are readily available and which should be considered when designing a Police Department Facility.

Basically stated it is of significant importance to maintain a zone of “controlled approach” relative to vehicles or transported elements that can pose a threat. Video monitoring of the site at its perimeter, security fencing and intrusion alarm systems are just a few ways in which to provide levels of security. Clearly all buildings that are designed to perform critical functions, such as a police department facility, should consider utilizing blast containment systems to deflect the dynamic forces of an explosion.

Some jurisdictions establish specific distances within which vehicles cannot enter. Other methodologies utilize blast baffles to move blast forces away from buildings, but with a varying degree of potential success.

As in all security systems, it is important for a facility user to establish what level of security is appropriate and economically feasible.

Building Security:

Typically, law enforcement Facilities have limited points of access, generally a singular public entry and a separate point of staff access into the facility. This is also becoming true for most Municipal Facilities such as city halls, but is clearly an issue of community perception and if it is necessary or desired in a community.

We understand the new facility will implement the same protocol of using the Records Department as the primary greeter to the public during business hours and the Communications Unit after. Once inside the public point of entry of the facility, access to inside the structure typically is controlled with a variety of systems including, CCTV monitoring, electronic locking devices at doors and voice communication (push-to-call) capabilities. These systems are generally “discrete” in that they are non-obtrusive while providing the necessary security functions. Scanning of an individual for weapons, can be accomplished in a manner that is less obtrusive than that utilized as an example, in many judicial facilities.



Security Control Center

Central location for the visual monitoring of CCTV systems that overview critical exterior and interior areas. Designed for a large facility with specialized access/egress locking devices to control all points of access.

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It is important, however, to ensure that any weapons that are detectable, are not introduced into the facility. Similarly, all items brought into the facility by the visitor can be screened and the technology to accomplish these tasks is readily available.

Deliveries of products, supplies and mail pose unique threats to a facility, as recent events have shown. Some entities have elected to locate separate facilities to accommodate these functions in order to protect against total building failure from contaminants such as Anthrax or introduced air borne pathogens.

There is also the option of providing these functions as a part of the primary building, by utilizing separate building air supply and exhaust systems to avoid introducing negative elements into overall facility systems.

Public/Staff Separation:

There is a clear need to provide separation between public accessible spaces, such as meeting rooms, press briefing areas, public restrooms, lobby areas, and information spaces from those functions which are, by their function, more secured. The general public, as an example, should not be permitted to enter into the communication room for a variety of reasons. Equally important, it is necessary to avoid access from non-essential response staff, to incident command centers, evidence storage and processing areas, etc.

The press as an example, clearly wishes to be on-site to report on events and particularly misuse of emergency management response. While limited activity of this nature may be acceptable it is more appropriate to utilize CCTV systems that feed a real-time video to locations within and without the building that are not located in the inner security envelope. Facilities can also be designed that provide clear lines of vision as well as audio capability but do not permit actual physical access.

The separation of public and non-essential response staff from those individuals or groups that are responders to events is of clear importance and is a critical part of any law enforcement facility design concept.

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Access Systems:

There are a wide variety of commercially available access systems, such as card ID, fingerprint, Code (numerical), swipe cards, video identification etc. with a wide variety in levels of sophistication, costs, reporting capability and flexibility. It is important to remember that staff changes are common and a system that is flexible (and changeable) may best serve your interests.

The City of Dover may wish to utilize a system that is “common” to the entire city and which utilizes a common vendor and maintenance personnel. In that respect it is recommended that the entire security system, including site, building, CCTV, etc. be designed by a professional, with proven expertise and not a vendor of specific products.